



COMMUNICATIONS UNIT

7th Floor

41 Margaret Mncadi Avenue, Durban, 4001

P O Box 5588, Durban, 4000

Tel: 031 311 4827, Fax: 031 332 8051

SCM.Comm@durban.gov.za

Tel: 031 311 4827, Fax: 031 332 8051

24.4.2018

**REQUEST FOR A QUOTATION**

Supplier name

Fax number

Telephone number

V.A.T No

PR Number

REF NUMBER

**REF. NAME** Draft IDP/Budget Hearing Street Pole Budget Banners - around City Hall

ITEM NO	Description	Qty	Cost per unit (Excl V.A.T)	Cost per unit (Incl V.A.T)	Total cost incl v.a.t	Delivery period
1	Printing, erection and removal service of draft budget Hearing 2018/19 Street Pole Banners on size: 3mX1m, full colour, in English single sided(all banners to be erected around City Hall) . Artwork supplied. Date of erection: 6 May 2018. Date of removal: 10 May 2018. <b>NB:</b> Posters to be erected not less than 2 days prior to the event date and removed not more than 2 days after event as per schedule	20				
<b>TOTALS</b>						

**NB:**

- 1 Quote is binding and may not be cancelled
- 2 Quote must be prepared on this document
- 3 Prices to be fixed and firm in South African Rands
- 4 Quote must be emailed to the email address provided above
- 5 Indicate items for which you are the sole agent
- 6 Quote must include a single price (including delivery cost & warranties)
- 7 Quote must be valid for 30 days
- 8 Supporting documents are not required
- 9 **Quotation closing date and time: 26/4/2018 11:00**

